

Transferring Data Using the Clipboard

Using the commands from the **Edit** menu, you can copy or cut a terminal emulation screen (or part of it) and paste it somewhere else (for example, in another terminal emulation screen or in a PC application, such as, Microsoft Word). You can also copy or cut text from a PC application and paste it in a terminal emulation screen. Cut or copied data is stored on the Windows clipboard.

You must first select the desired text before you can use the **Cut**, **Copy** or **Append Copy** command.

The following rules apply for a terminal emulation screen:

- You can only cut text from unprotected fields. If protected fields have been selected, they are copied.
- When you use the **Cut** or **Copy** command, the content of the clipboard is deleted and replaced with the new text. If you want to add data to the clipboard, you must use the **Append Copy** command.
- When you use the **Append Copy** command, the content of the clipboard is not deleted. The selected text is inserted behind already existing text on the clipboard. When you then choose the **Paste** command, the whole content of the clipboard is inserted at cursor position.
- You can only paste text into unprotected fields. If the field is not long enough, it is filled up to its maximum size and the remaining text is inserted in the next unprotected field. Example: the text to be pasted is DISPLAY and the cursor is located in a two character long input field. In this case, only the first two characters (DI) are pasted into the input field.

Unless indicated otherwise, the left mouse button is always used. The **right** mouse button is used to select the **Edit** menu commands from a context menu.

To select part of a terminal emulation screen

1. Move the mouse pointer to the beginning of the text you want to select.
 2. Press and hold down the left mouse button.
 3. Drag the mouse until all desired text is selected.
 4. Release the mouse button.
- This clears any previous selection. You can now cut, copy or append the selected text.

To select the entire content of the terminal emulation screen

- From the **Edit** menu, choose **Select All**.
Or press CTRL+A.
A box outline is shown around the terminal emulation screen.
You can now cut, copy or append the selected text.

To clear the selection

- Click another screen position.
The existing selection is canceled.

To delete the selection

- From the **Edit** menu, choose **Clear**.
Or press DEL.
The selection is deleted (except protected fields). It is not transferred to the clipboard.

To copy the selection and append it after existing text in the clipboard

- From the **Edit** menu, choose **Append Copy**.
The selection is copied to the clipboard and appended after already existing text.

▶ **To cut the selection and transfer it to the clipboard**

- From the **Edit** menu, choose **Cut**.
Or press CTRL+X.
Or click the following toolbar button:



The selection is deleted and transferred to the clipboard. Exception: protected fields are not deleted; they are copied.

▶ **To copy the selection to the clipboard**

- From the **Edit** menu, choose **Copy**.
Or press CTRL+C.
Or click the following toolbar button:



▶ **To paste the content of the clipboard into a terminal emulation screen**

1. Move the cursor to the position at which the text is to be inserted.
2. From the **Edit** menu, choose **Paste**.
Or press CTRL+V.
Or click the following toolbar button:



The content of the clipboard is inserted at cursor position.